



*I ulu no ka lala I ke kumu*  
The branches grow because of the trunk.  
Without our ancestors we would not be here.

## **ASSOCIATION OF HAWAI'I ARCHIVISTS**

Minutes of Board Meeting, June 19, 2018

Hawai'i State Archives

Present: Ju Sun Yi (president), Nicki Garces (recorder), Gailyn Bopp, Jenny Leung, Rachael Bussert, Storm Stoker, and Mina Elison (via Skype)

- I. **CALL TO ORDER.** The meeting was called to order at 4:00 p.m. by President Ju Sun Yi.
- II. **MINUTES.**
  - A. Minutes from the May 15, 2018 board meeting were approved as circulated.
- III. **TREASURER'S REPORT & MEMBERSHIP.** (Ju Sun)
  - A. Income: \$0.00
  - B. Expense: \$2.50
  - C. Ending Balance: \$17,418.66
    1. No new or renewing membership dues
    2. Expenses included bank fees
- IV. **COMMITTEE REPORTS.**
  - A. Annual Meeting/Conference (Gailyn)
    1. Venue selected: Brigham Young University (BYU)
      - a) Coffee cannot be served. Each conference attendee must bring their own coffee in a travel mug.
    2. Accommodations: there is no on-campus housing. The Marriott near campus and Lincoln Hall at UH are options the Committee will plan for.
    3. Holoholo Day will include both Hula Preservation Society and BYU as both organizations are involved in a collaborative project. The BYU component will include a visit to its lo'i and archives.
    4. Working towards a pre-event with the UH LIS Program either involving 10 people of various backgrounds sharing what they're doing ("pecha pecha") or a 30th anniversary theme (bringing in the pioneers).

5. T-shirts: As AHA is tax-exempted, it is okay to sell t-shirts as long as it is not for cost and the money goes to AHA's bank account.
  6. Agnes Conrad Award: This is a lifetime achievement award. Possibly create an advisory committee with past recipients who would decide on future awardees.
  7. ACTION: committee will also be developing the panels and brainstorm how to make the 30th anniversary annual meeting special.
- B. Community Service (Nicki for Kīna'u)
1. Hawai'i Chinese History Center: Nicki met with Sarah Tamashiro and HCHC President Douglas Chong and the rest of the volunteer staff on May 23, 2018. The staff articulated their concerns re: updating their 30 year-old inventory and indices as well as and security to prevent theft. Nicki drafted a proposal of several tasks, however, the main concern is logistics and time. Kīna'u and Nicki will meet with Sarah after she returns from her trip.
    - a) It was suggested to have HCHC hire a consultant to do a real assessment and provide guidance in grant writing. Consultation could also be a community service project for a student or recent graduate. We should solicit AHA members.
  2. Request for Community Archival and Digital Preservation workshop: Lori Taniguchi, the Librarian at Kailua Public Library has again approached AHA to hold an AHA Archival and Digital Preservation Workshop there. This is another possible service for the general public if the HCHC collaboration falls through. Kīna'u made contact with her and will discuss with the rest of the Community Service Committee.
  3. Handling & Care Workshop Series: A joint effort between the Community Service, Education, and Site Visit committees. We have secured Lynn Davis - 20th century photographs, Linda Hee - textiles, Liane Na'auao - rare books & manuscripts, and Ted Kwok - maps, so far. We are hoping to start the first series of workshops late August or early September, possibly having them once a month - AHA projects permitting - and will spread the rest out accordingly. Mānoa Heritage Center can be a venue for the workshops. We also hope to live stream (Facebook Live) and/or provide recordings (YouTube) of the workshops for members who cannot attend, especially our neighbor island colleagues. Storm offered to work on fliers.
    - a) ACTION: For committees to begin working on logistics as the first workshop date (August/September) is coming up.
- C. Education (Nicki)

1. June 27th DAS Workshop: the workshop was cancelled as we did not meet the 15-registrants minimum. Six individuals signed up.
  2. Continuing Education Survey: a survey was sent out to the membership on June 11. We'll be receiving responses until June 30th. We're interested in learning about AHA members who want to take DAS courses, the Certified Archivist exam in 2019, and the handling and care workshops we're planning with the Community Service and Site Visits Committees.
- D. Holiday Social (Storm)
1. Food type narrowed down to Thai or Italian
  2. Still looking for venues
  3. Budget for decorations and prizes: \$100-150
- E. Site Visits/Tours (Jenny)
1. 7/20 site visit to UH Hamilton Jean Charlot Collection, Preservation Department and UH Archives
    - a) 21 members RSVP'd with 2 on the waiting list; 4 Board members also RSVP'd
    - b) Pau hana to follow: either Study Hall or Pint & Jigger
  2. Possible future site visits: Hawaiian Mission Houses (will follow up in September) and Bishop Museum Archaeology Collection and possibly Hawaiian Hall
- F. Website/Social Media (Rachael)
1. Rachael handed out copies of the metrics from Wordpress (for the website) and Facebook for review with the Board. Highest views occur during February (Annual Meeting info) as well as during November and December (Holiday Social). With U.S. being #1 with the most views, views came from nine other countries, with Canada and Thailand ranked #2 and #3, respectively. It was evident that traffic is based on what we post, thus we should utilize social media more.
  2. Committee is soliciting any interesting stories or items in a collection for a segment called "Mysteries in the Archives."
- G. Neighbor Island Outreach (Mina)
1. Mina shared results of the Neighbor Island Committee Survey. Twelve people completed the survey. Highlights include:
    - a) interest in in-person workshops and training as well as access to online webinars in the following topics: digital preservation and access, preservation and cultural protocols and collections;
    - b) interest in site visits on their home islands;

- c) Identified that lack of archival best practices and lack of funding to progress in projects and purchasing as main challenges; and
- d) most likely to an affirmative “yes” in attending AHA’s 30th Annual Meeting next year.

The survey results support that AHA is moving in the right direction as we plan for workshops that would benefit neighbor island members as well as going digital.

- 2. Mina is planning workshops on Hawai‘i Island and Maui. She has secured Dr. Momi Naughton from the North Hawai‘i Education and Research Center for the Hawai‘i Island workshop. She will reconnect with the Maui site visit hosts during this past February’s AHA Annual Meeting Holoholo Day to plan a workshop there.
- 3. Still awaiting response from Hawai‘i Council for the Humanities. Mina will reach out again in July with data from the survey and a proposal for the second collaborative event.

V. SAA-Student Chapter. (Ju Sun)

- A. Ju Sun reached out to the new student board and Public Relations Officer Sharnelle Renti Cruz responded. She said that the board hasn’t been active because it’s summer and their term does not begin until fall semester. Sharnelle will attend the AHA Board meetings on behalf of SAAsc.

VI. OLD BUSINESS.

- A. AHA Brochure-- Ju Sun announced of a connection to a printer that makes copies for less than a dollar per print.

VII. NEW BUSINESS. -- none

VIII. ANNOUNCEMENTS. -- none

IX. NEXT MEETING. Tuesday, July 17, 2018 at 4:00 p.m.

X. ADJOURNMENT. The meeting was adjourned at 5:24 p.m.

Respectfully submitted,  
Nicki Garces, Secretary